

ASSESSOR'S PARCEL NUMBER

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APPLICATION FOR PLACER COUNTY
BUSINESS LICENSE/BUSINESS PERMIT

Business, Trades & Occupations

JENINE WINDESHAUSEN, TREASURER-TAX COLLECTOR

2976 Richardson Drive, Auburn, CA 95603

(530) 889-4131

OFFICIAL USE ONLY
LICENSE NUMBER

VENDOR _____

BUSINESS NAME _____ BUS. TEL# (____) _____

BUSINESS ADDRESS _____ CITY/STATE _____ ZIP _____

BUSINESS MAILING ADDRESS _____ CITY/STATE _____ ZIP _____

BUSINESS OWNER'S NAME _____ HOME TEL # (____) _____

CO-OWNER'S NAME _____ FAX # (____) _____

TYPE OF OWNERSHIP: Private____ Corporation____ Partnership____ E-MAIL ADD. _____

GENERAL OFFICERS: PR. _____ V.P. _____ SEC. _____

1. TYPE OF BUSINESS _____

IS THIS A HOME BASED BUSINESS? YES ____ NO ____ APPROXIMATE START DATE _____

2. IF CONTRACTOR, COMPLETE THE FOLLOWING:

STATE LICENSE NUMBER _____ CURRENT ____ ACTIVE ____ TYPE _____ EXPIRATION DATE _____

X _____ NEW ____ EXISTING ____
SIGNATURE _____ DATE _____

DO NOT WRITE BELOW THIS LINE

FOR OFFICIAL USE ONLY

BUSINESS LICENSE REQUIRED: GENERAL ☐ SPECIAL ☐ PERMIT ONLY ☐DEPARTMENT CLEARANCES (COUNTY USE ONLY)

<u>DEPARTMENT NAME</u>	<u>CLEARANCE</u>	<u>CONDITIONS ATTACHED</u>	<u>SIGNATURE</u>	<u>DATE</u>
<input type="checkbox"/> PLANNING DEPT.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> BUILDING DEPT.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> DEPT. OF PUBLIC WORKS	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> HEALTH DEPT.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> SHERIFF'S DEPT.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> FIRE DEPT.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

HOME BASED/ OUT OF COUNTY
LICENSE FEE \$107.00COMMERCIAL
LICENSE FEE \$127.00PERMIT
FEE \$27.00PENALTY AMOUNT
\$ _____DATE ISSUED _____ ISSUING DEPUTY _____ EFFECTIVE DATE _____
RECEIPT # _____

This is your temporary receipt. Please retain for your records. Your permanent business license should be issued within approximately 30 days from the date of payment for which this receipt is issued. If you have not received your permanent license by then, please telephone the Business License Division at (530) 889-4131.

RETURN ALL COPIES OF FORMS TO THE TREASURER-TAX COLLECTOR'S BUSINESS LICENSE DIVISION

INFORMATION AND INSTRUCTIONS FOR BUSINESS LICENSE/PERMIT APPLICANTS

Issuance of a business license/permit can be expected after all required clearances have been completed by the offices below. Building, Sheriff and Fire Department clearances may or may not be required. Applicants should return this application to the Tax Collector's Business License Division for department clearances.

Planning Department: 11414 B Avenue, DeWitt Center, Auburn, CA 95603 (530) 889-7470
Tahoe Office: 565 West Lake Boulevard, Tahoe City, CA 96145 (530) 581-6200
(Tuesdays only: 10:00 AM to 12:00 PM and 1:00 PM to 3:00 PM)

Building Department: 11424 B Avenue, DeWitt Center, Auburn, CA 95603 (530) 889-7487
Tahoe Office: 565 West Lake Boulevard, Tahoe City, CA 96145 (530) 581-6200

Department of Public Works: 11444 B Avenue, DeWitt Center, Auburn, CA 95603 (530) 889-7500
Tahoe Office: 565 West Lake Boulevard, Tahoe City, CA 96145 (530) 581-6220

Environmental Health Dept.: 11444 B Avenue, DeWitt Center, Auburn, CA 95603 (530) 889-7335
Tahoe Office: 565 West Lake Boulevard, Tahoe City, CA 96145 (530) 581-6240

Sheriff's Department: 11500 A Avenue, DeWitt Center, Auburn, CA 95603 (530) 889-7800
Tahoe Office: 2501 North Lake Tahoe Blvd, Tahoe City, CA 96145 (530) 581-6240

Fire Department: For Tahoe area business license applications only. Applications will be forwarded to the Fire Department by the Tax Collector when applicable.

NOTE: This application is not considered a business license/permit. A business license will be mailed to the applicant after all clearances have been completed. Once the license is received, it must be posted and exhibited in a conspicuous place on the premises where such business is transacted.

FICTITIOUS NAME: If you are conducting business under a fictitious name, you must obtain a Fictitious Business Name Statement from the County Recorder's Office, located at 2954 Richardson Drive, Auburn, CA 95603, (530) 886-5610.

CHANGES: If there is a change in ownership, mailing address, or if you are no longer in business, please notify us in writing immediately. The Placer County Tax Collector has the right to terminate a business license/permit if it is determined that a change in the business materially alters the function, operation or enterprise for which the license has been issued and additional clearance is necessary. Written notice of such termination will be served upon the license holder.

NON-TRANSFERABLE: Licenses are non-transferable. If the business is to be moved to a new location or there is to be new ownership, a new license must be obtained.

EFFECTIVE DATE: Business license will be effective the month the business starts and renewable one year from that month. License renewals should be done timely, and prior to the expiration date. Delinquent accounts are subject to penalties and/or cancellation.

A copy of the Placer County Code, Chapter 5: Businesses, Trades and Occupations, stating all rules and regulations regarding business license/permit, is available for review in the Tax Collector's Office, located at 2976 Richardson Drive, Auburn, CA. 95603. Copies are not available for distribution.